



BON VEGAN APPETIT
HOMEMADE • SAVORY • COMFORT

www.marcusefford.com

1- (877) 2**VEGAN0** (283-4260)

COVID-19 and other Airborne Virus Policy

STAY HOME. SAVE LIVES. HELP STOP CORONAVIRUS

- ★ **STAY HOME AS MUCH AS YOU CAN**
- ★ **KEEP A SAFE DISTANCE**
- ★ **WASH HANDS OFTEN - EVERY TIME SEE A SINK**
- ★ **COVER YOUR COUGH**
- ★ **FEELING SICK? CALL OUT**

Protect yourself and others around you by knowing the facts and taking appropriate precautions. Follow the advice provided by your local public health agency. COVID-19 affects different people in different ways. Most infected people will develop mild to moderate symptoms.

Common symptoms:

- Fever
- Tiredness
- Dry cough

Some people may experience:

- Aches and pains
- Nasal congestion
- Runny nose
- Sore throat
- Diarrhea.

On average it takes 5–6 days from when someone is infected with the virus for symptoms to show, however it can take up to 14 days. People with mild symptoms who are otherwise healthy should self-isolate. Seek medical attention if you have a fever, a cough, and difficulty breathing.

The Coronavirus COVID-19 has impacted Americans by implementing a stay-at-home policy. The government is allowing to go out for essential needs such as going to the grocery store, visiting our health provider, etc.

To prevent the spread of COVID-19:

- Wash your hands often. Use soap and water, and/or vegan-friendly alcohol-based hand rub

Homemade * Savory * Comfort * Organic * Local Farms * Clean Eating * All-Natural * NON-GMO * eco-friendly

Food Distributors: Ace Natural, Baldor Specialty Foods, Jamac Frozen Foods, Cream-O-Land, ecoQuality.INC, Amazon

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- Wear a mask **at all times** when you are in the public and at work
- Maintain at least 6 - 8 feet distance from anyone
- After touching your eyes, nose, or mouth, wash or disinfect your hands
- When coughing or sneezing, bend your arm and do it inside or use or a tissue
- **IF YOU FEEL UNWELL, STAY HOME!**
- If you have a fever, a cough, and difficulty breathing, seek medical attention by contacting the health department and call them in advance
- Follow the directions of your local health authority and The Global Vegan LLC COVID-19 Coronavirus Policy

Many small/ medium sizes businesses were impacted by the coronavirus. Some owners either temporarily or permanently closed their businesses. Other businesses changed their hours and provided either pick-up or delivery service through ride-sharing apps and everything had to be closed at 8 pm due to curfew.

Chef Marcus created this policy in case this ever happened again; **The Global Vegan LLC headquarters office** and all our services will be prepared and have plans in place. **This policy is to protect each employee who works for "The Global Vegan LLC."**

Payroll

- For all employees who work for "The Global Vegan LLC", employees will receive their regular wages plus will receive an additional \$6. This is only for the employees who are working during the COVID-19 CORONAVIRUS.

Example: On March 13, 2020, the President of the United States declared the COVID-19 outbreak a national emergency. Our payroll period was 3/1/2020 - 3/14/2020 and the payday is March 20, 2020, you will receive this wage paycheck first and next payday from 20th. Our system is bi-weekly for wages paycheck.

- The next payday all the employees will receive their NJ SICK LEAVE hours. It will be **one week's pay** for (hourly) employees and the management team will receive **two weeks of pay**. The NJ SICK LEAVE policy says only 40 hours in that year. If you have any questions; you can see HR and/or Chef Marcus the owner. Additionally, you can reach out to the NJ Governor's office

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Layoff

- The owner has the discretion to furlough employees due to the slow revenue. The COVID-19 outbreak and national emergency have forced employees into unemployment. Please visit your SquareTeam app to find more information on how to apply for the NJ Unemployment. When the President of the United States or NJ/NY governor determines it's SAFE and CLEAR to open back up the economy, our management team will contact you to let you know when you can return to work.
- Most of our services will be temporarily closed through this time. The only service that will be in operation at that time will be the Vegan Meal Prep Delivery & City of Poughkeepsie's overnight service.

Employees Who Works

- The Global Vegan LLC will provide each employee with **Personal Protective Equipment (PPE)** to protect you from getting the virus.
- Before working, we will be checking each employee's fever and making sure you don't display any of the coronavirus symptoms.
- **IF YOU DON'T FEEL GOOD, PLEASE STAY HOME AND CALL YOUR DOCTOR.** We will do our best to assist you.
- **PLEASE FOLLOW THE HEALTH DEPARTMENT/ FOOD SAFETY GUIDELINE FOR WASHING HANDS.** It's very important to wash your hands after touching surfaces or coming from outside. Wash hands for 20 seconds. You can sing the Happy Birthday song. All employees need to wear face masks and use gloves while handling food items. Please change your gloves before starting a new task.
- **We will give you a \$6.00 addition to your regular wages.**

Food Safety and HR Department

foodsafety@marcusefford.com

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